

From: [Donaldson, Yerusha](#)
To: [Quinones, Edwin](#)
Subject: FW: CBI Electronic Data Archival
Date: Tuesday, February 14, 2017 2:15:51 PM

Hi Ed. I was copied on the email below. The Houston lab is asking about electronic instrument data files with CBI from the Corpus drinking water emergency response. I think you may have been involved in that matter to some degree. May you please read the email at the end from Diane Gregg and let me know if you have any input. Would this type of info be stored in SDMS?

From: Roberts, Lou
Sent: Tuesday, February 14, 2017 1:50 PM
To: Gregg, Diane <Gregg.Diane@epa.gov>
Cc: Donaldson, Yerusha <donaldson.yerusha@epa.gov>
Subject: RE: CBI Electronic Data Archival

Diane,

You didn't identify a media.

I'm the Document Control Officer for TSCA in Region 6. TSCA CBI cannot be stored electronically where it is accessible via Intranet. Also, no one in the Houston Office has TSCA CBI clearance. TSCA has the most stringent CBI procedures.

For Air and RCRA you could probably contact those media DCOs, but I'm thinking you may want to go straight to the Region 6 person whom I think is the contact for both CBI and FOIA issues in Region 6. That is Yerusha Donaldson (214-665- 6797) who is in the Office of Regional Counsel. I've copied her on this email.

Good to hear from you. Take care

Lou Roberts (6EN-H3)
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From: Gregg, Diane
Sent: Tuesday, February 14, 2017 1:13 PM
To: Roberts, Lou <Roberts.Lou@epa.gov>
Subject: FW: CBI Electronic Data Archival

Hi Lou,

Would you be able to help us with this issue regarding storage of electronic files containing CBI? See forwarded information.

Thanks

Diane Gregg

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EPA Region 6 Laboratory
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gregg.diane@epa.gov

From: Gregg, Diane
Sent: Thursday, February 02, 2017 1:13 PM
To: Shyu, Maggy <Shyu.Maggy@epa.gov>
Cc: McMillin, Rick <McMillin.Rick@epa.gov>
Subject: CBI Electronic Data Archival

Good afternoon Maggy,

I was given your name by our IT contractor in Houston for assistance. We recently analyzed samples for Corpus Christi DW emergency response. Information related to the structure of the material that contaminated the DW system is CBI. We have both hard copy and electronic data with CBI information. For the hardcopy, we intend to mark the pages as CBI before archiving. **How and where should we be archiving electronic instrument data files with CBI?** Our instrument data is automatically backed up to a local server here and then that server is backed up by IT in Dallas. In case a FOIA request comes, I would like for the files to be appropriately tagged and stored.

Thanks for your assistance.

Diane Gregg
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